

**William P. Faust Public Library of Westland
Board of Trustee Regular Meeting, Wednesday, November 16, 2022
6123 Central City Parkway, Westland, Michigan 48185**

A regular meeting of the Board of Trustees for the William P. Faust Public Library of Westland
was held on Wednesday, November 16, 2022, at 7:00 pm,
at 6123 Central City Parkway, Westland, MI 48185

1. Call to Order and Rollcall

The meeting called to order at 7 pm by James Higgins

MEMBERS PRESENT:

James Higgins – Aye
Gayle Nicholson - Aye
Jen Koralewski – Aye
Kathryn Sample – Aye
Gary Chappell – Aye

ALSO PRESENT:

Jennifer Roth, Director
Paula Scarlett, Administrative Assistant
Michael McNamara, Library Attorney

2. Action on Agenda

N/A

3. Citizens' Comments on Agenda items

N/A

4. Business

a. Approval of Minutes from Regular Meeting, October 19, 2022

Motion by J Koralewski, Supported by G Nicholson

James Higgins – Aye
Gayle Nicholson – Aye

Jen Koralewski – Aye
Kathryn Sample – Aye
Gary Chappell – Aye

Motion carried.

b. Approval of Bills for October 2022

Motion by K Sample, Supported by J Koralewski

James Higgins – Aye
Gayle Nicholson – Aye
Jen Koralewski – Aye
Kathryn Sample – Aye
Gary Chappell – Aye

Motion carried.

c. PMC – Update

The Lease for the Marshall building was finalized today with the City and WWCSO. The \$45K was to repair the boiler, not purchase a new boiler. The keys to the building will be available on November 21, 2022. WWCSO has approved/agreed to the Library using Marshall Upper Elementary through September 2023. We will be paying one-third of the utilities while using the building.

Monday, November 21, is the first day the Library will be closed to the public. The court workers will be picking up the books from the Friends Sale.

Moving the Library – All staff is on board and ready for the challenge. We have a color-coding label process that will be easy to follow.

Wednesday, November 23, the floors and carpets will be cleaned by Dalton at Marshall.

Movers – The movers have a working relationship with Library Design.

Patrons – They seem to be a bit confused about the closure and temporary move of the Library. Additional information has been posted and updated on our social media.

d. Rebranding & Website – Update

Dale Bentlage was at the Library for two days at the beginning of November. On the first day, Dale met with the Rebranding Committee to brainstorm ideas for this project. November 8th, Dale met with the staff attending the All-Staff Day morning session. Q & A

session for the staff, Dale was surprised that our team wanted to contribute to the rebranding. He usually doesn't have this much enthusiasm from companies that he has worked with in the past. That's a good thing! Several of the ideas match the new design of the Library. Tabs will be color coded for departments, the same as the carpeting. Katie Dover-Taylor, along with Dan Wetterstrom, is heading up this committee.

Katie hosted a Patron Focus Group on Monday evening. Katie said a great group of people wanted to be part of the rebranding. We should be able to see the new Logo in the first part of December.

e. December Board Meeting – December 21, 2022

The December Board meeting is canceled. Paula will notify City Hall. The January 2023 meeting will be at the Marshall Building. The temporary address for the Library is 35100 Bayview, Westland, MI 48186

f. Friends of the Library – Lynne Haggmann

The Friends will now be holding their meetings at the Holiday Park Clubhouse. The Friends received a check for \$585.00 from the Blues, Brews & BBQ Event for volunteering their time.

The book sale was a huge success; \$2,500.00 was collected. \$353.00 was from Charge Card Sales.

Several of the Friends members attended the morning session with JuiceBox on the All Staff Day. They were impressed and indicated it was an excellent presentation.

5. New Business

N/A

6. Directors Report

Jennifer attended the 60th Westland Chamber of Commerce awards. Lynne Haggmann won the 1st "Dan Martin Memorial Award" for volunteerism. Congratulations, Lynne. We appreciate you and all that you have done for our Library.

7. Citizens' Comments

N/A

8. Board Member Comments

N/A

9. Next Meeting Topics

Next Board Meeting will be at the Marshall Building.

10. Adjournment

Resolved to adjourn the meeting at 7:24 pm

Motion by G Nicholson, Supported by J Koralewski

James Higgins – Aye

Gayle Nicholson – Aye

Jen Koralewski – Aye

Kathryn Sample – Aye

Gary Chappell – Aye

Motion carried